

AMPLIFIED SOUND GUIDELINES

Student organizations planning outdoor events where sound amplification is used must first seek approval from the Assistant Vice President for Student Affairs (Student Union 330-Center for Student Involvement and Leadership), as well as the faculty/staff member(s) specified for the requested venue (see following page for list of approvers)

OUTDOOR AMPLIFIED SOUND MAY BE REQUESTED FOR EVENTS HOSTED AT THE STUDENT UNION COMMONS AND RECREATION CENTER AND FIELDS AS FOLLOWS:

Monday – Friday between 10:00 a.m. – 3:00 p.m.- Student Union Commons and Recreation Center and Fields

Monday – Friday between 3:00 p.m. – 6:00 p.m.: Recreation Center and Fields only

Amplified sound levels may not exceed seventy-five (75) decibels during this period, and THE USE OF SUBWOOFERS IS PROHIBITED.

Fridays: 3:00 p.m. – midnight; Saturdays: 1:00 p.m. –midnight; and Sundays: 1:00 p.m. – 8:00 p.m.— Student Union Commons and Recreation Center and Fields. Amplified sound levels may not exceed one-hundred ten (110) decibels during these periods. THE USE OF SUBWOOFERS IS PROHIBITED.

OUTDOOR AMPLIFIED SOUND MAY BE REQUESTED FOR EVENTS HOSTED AT TOM H. JACKSON FRONT LAWN, WALNUT GROVE, QUAD, AND KUC KNOLL AS FOLLOWS:

Fridays: 6:00 p.m. – 10:30 p.m.; Saturdays: 5:00 p.m. – 10:30 p.m.; and Sundays: 1:00 p.m. – 8:00 p.m. –Amplified sound levels must not exceed one-hundred ten (110) decibels during these periods. THE USE OF SUBWOOFERS IS PROHIBITED.

EVENT GUIDELINES:

- 1) All speakers must be placed at least ten (10) feet away from sidewalks
- 2) At a distance of forty-five (45) feet in front of staging area (or location of sound source), the sound pressure will be no more than seventy-five (75) decibels (Mondays-Fridays between 10:00 a.m. – 3:00 p.m.) or one-hundred ten (110)decibels (Fridays: 3:00 p.m. – midnight; Saturdays: 1:00 p.m. – midnight; and Sundays: 1:00 p.m. – 8:00 p.m.).
- 3) Sidewalks must be free of congestion and accessible to pedestrian traffic. **No events are permitted to take place on sidewalks.**
- 4) Amplified sound is not permitted to last more than three (3) hours and must conclude at scheduled end time indicated on the group's reservation.

SOUND LEVEL VIOLATIONS:

Important Note: It will be the responsibility of the person listed as the “Day of Event Contact Name” on the **Amplified Sound Application** to monitor sound levels throughout the event to ensure compliance. A staff member will be on-site with sound meters to assist with this process.

- A. If the sound level exceeds the maximum decibel level permitted, the host group's Day of Event Contact will be required to lower the volume to the specified limit. The group is expected to comply immediately and keep the sound at the approved level for the remainder of the event.
- B. If a second warning is issued, the host group's Day of Event Contact will be required to immediately lower the volume to the specified limit, which must be retained for the remainder of the event. As consequence for failure to comply with the first request, the host group will not be permitted to host an event using amplified sound for fourteen (14) weeks.
- C. If a third warning is issued, the host group's Day of Event Contact will be required to immediately end the event AND the sponsoring organization will not be permitted to host any event using amplified sound for twenty-eight (28) weeks.

SIDEWALK ACCESS VIOLATIONS:

- A. Events may not impede pedestrian traffic on sidewalks. The host group's Day of Event Contact is responsible for keeping the pathways clear of participants and/or spectators, and other items obstructing sidewalks. If a staff member issues a warning that sidewalks are blocked, the host group has two (2) minutes to rectify.
- B. If a second warning is issued, the host group will be required to rectify the situation. As consequence for failure to comply with the first request, the host group will not be permitted to host an outdoor event for fourteen (14) weeks.
- C. If a third warning is issued, the host group will be required to immediately end the event AND will not be permitted to host an outdoor event for twenty-eight (28) weeks.

AMPLIFIED SOUND APPLICATION

Host Organization: _____

Day of Event Contact Name: _____

*THIS PERSON MUST ARRIVE AT LEAST 15 MINUTES PRIOR TO EVENT START TIME
AND MUST BE IN ATTENDANCE FOR THE DURATION OF THE EVENT.*

Contact Phone Number: _____ Email Address: _____

Event Title: _____

Event Location: _____

Event Date: _____

*AMPLIFIED SOUND MAY ONLY BE UTILIZED FOR A THREE-HOUR PERIOD, THOUGH OTHER COMPONENTS OF AN EVENT
MAY EXTEND BEYOND.*

Event Start Time: _____

Amplified Sound Start Time: _____

Event End Time: _____

Amplified Sound End Time: _____

Event Type:

DJ

Band

Speaker/Lecturer

Other: _____

List ALL Amplified Sound Equipment Being Used: _____

By signing below, I agree to the Amplified Sound Guidelines and understand that non-compliance could result in event cancellation, the loss of privileges to host future events, and possible referral to Judicial Affairs. I understand that any exceptions to the policy outlined above must receive advance approval from Dr. Danny Kelley, Assistant Vice President.

Before submitting your Amplified Sound Application, check with the Student Unions Office (1st floor of the Student Union) to confirm the space you are interested in reserving is available. You will then need to submit an Application for Use of Facilities to the Student Unions Office along with the Amplified Sound Application. Once the Student Unions Office approves the Amplified Sound Application, they will submit to Dr. Danny Kelley, Assistant Vice President for Student Affairs. Dr. Kelley's administrative assistant will contact you to schedule a time to meet to review your request and determine if approval will be granted.

Requestor

Date

Dr. Danny Kelley

Assistant Vice President

Student Union Bldg, Suite 330

Date

LIST OF APPROVERS FOR OUTDOOR SPACES

Venue	Approvers
Student Union Commons	Justin Reed (Scheduler) Student Union Bldg, Information Desk, 1st Floor 898-2591 x _____
Recreation Center and Fields	Andy Allgrim (Scheduler) REC 201 898-5488 Ray Wiley x _____ REC 101 898-210 Dr. John Vile x _____ HONR 205
Tom H. Jackson Front Lawn	Debbie Londre (Scheduler) PKS 206 904-8240 Dr. Walter Boles x _____ VET 143
Walnut Grove	Justin Reed (Scheduler) Student Union Bldg, Information Desk, 1st Floor 898-2591 Dr. Mark Byrnes x _____ TODD 231
Quad	Justin Reed (Scheduler) Student Union Bldg, Information Desk, 1st Floor 898-2591 Dr. Lana Seiver x _____ COE 202 898-2874 Ben Scheffler x _____ LIB 0473 898-2521 Ken Paulson x _____ COMM 247 898-5171
KUC Knoll	Justin Reed (Scheduler) Student Union Bldg, Information Desk, 1st Floor 898-2591 Dr. Warner Cribb x _____ DSB 239 898-2379